

AGENDA
BOARD OF SELECTMEN
January 11, 2011
7:00 p.m.
Town Building

Public Input

Chairman's Comments

Town Administrator's Report

Meeting Minutes

Visitors

7:10 p.m. Board of Health funding request for dog kennel property staking

Discussion

Revised committee description – Multi-use Track Road Committee

Designating Jan 28 as M.T.Anderson Day

Harvard Acres Loan Program

Lower Village Water Update, including Deerfield Lane

MMA Selectmen's Annual Meeting and Proposed Resolutions

Review Comprehensive Permit Policy

Review of Board's Priorities

Liaison Reports, if any

Correspondence

Adjournment

Posted 1/6/11

Correspondence

Town

DHCD acknowledgement of receiving Stow Housing Production Plan, rec'd 12/30

Library sidewalk shoveling request forwarded from Kris Wile, rec'd 1/3

Building Permit Report for December 2011, rec'd 1/3

Request from Rep Hogan's Office for designation of M.T.Anderson Day on Jan 28, rec'd 1/4

Resident letter of interest in Track Road trail committee, rec'd 1/5

General

Knapp, Schenck Insurance letter on SJC ruling on "natural accumulation" of ice and snow, rec'd 12/22

Bolton Common article on selectmen looking at FY 2012 budget, rec'd 12/31

MEMA notice of deadline extension for Hazard Mitigation Grants, rec'd 12/31

Verizon FIOS 2010 Customer Report



DEC 30 2010

**Town of Stow
Board of Health
380 Great Road
Stow, Massachusetts 01775
978-897-4592
978-897-7631
FAX 978-897-4615**

December 30, 2010

Stow Board of Selectmen
380 Great Road
Stow, MA 01775

Dear Board:

The Board of Health is anticipating upgrading the building that currently serves as our town dog kennel. This building was constructed 30+ years ago and is badly in need of this upgrade.

Before we proceed with the upgrade process, we would like to determine if the lot has any sideline offset issues with the abutting property. If we need to prepare an appeal for a variance from the Zoning Board of Appeals, we would like to know this in advance of our proceeding with the possible upgrade. We requested property line staking services from an engineering firm and their proposal for this service is attached.

The Board of Health does not have \$850.00 in its budget for this service. We are requesting help from the Selectmen through their engineering funds.

Thank you very much for considering this request. If you have any questions, please contact Craig Martin, Building Inspector or Marcia Rising, Chairman, Board of Health.

Sincerely yours,

Marcia B. Rising
Marcia B. Rising

MARCI A

Inspector

From: Scott Hayes [scott@foresite1.com]
Sent: Tuesday, December 21, 2010 2:10 PM
To: building@stow-ma.gov
Subject: Stow Highway Dept. - Lot Line Staking Estimate

Hi Craig,

Attached is the estimate you requested for property line determination and staking services at the Stow Highway Dept. in the vicinity of the existing dog pound. Give me a call if you have any questions. If you would like to proceed, please sign and return the Agreement for Services and I will get it on the schedule.

Scott Hayes, PE
FORESITE Engineering Associates, Inc.
19 Gleasondale Road, Suite 1-1
Stow, Massachusetts 01775

Phone (978) 461-2350
Fax (978) 841-4102

Email: scott@foresite1.com
Web: www.foresite1.com



16 Gleasondale Rd., Suite 1-1
Stow, Massachusetts 01775
Phone: (978) 461-2350
Fax: (978) 841-4102
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December 21, 2010

Craig Martin, Building Commissioner
Stow Building Department
Stow Town Building
380 Great Road
Stow, Massachusetts 01775

**PROPOSAL FOR PROPERTY LINE STAKING SERVICES
Stow Highway Department, 88 South Acton Road, Stow, MA**

Dear Mr. Martin,

Thank you for the opportunity to present this proposal for surveying services related to staking a property line at the Stow Highway Department property located at 88 South Acton Road in Stow. We offer the following:

SCOPE OF SERVICES

Surveying services necessary to determine the location of the east property boundary and to demark lot corners with iron rods or other suitable semi-permanent markers, and approximately 400 feet of lot line in the vicinity of the existing dog pound at not greater than 50-ft increments with 3-ft painted and flagged hardwood grade stakes.

COST OF SERVICES: \$850.00

TERMS

If you would like to proceed please sign and return the accompanying Agreement for Services to our office. Invoice for services will be mailed following completion of services. Payment of invoice will be due NET 30 DAYS from the invoice date.

If you have any questions please contact Scott Hayes at (978) 461-2350. We look forward to the opportunity of serving the Town of Stow on this project.

AGREEMENT FOR SERVICES

A NON-REFUNDABLE DEPOSIT IN THE AMOUNT OF **\$00.00** is required prior to the initiation of the above described services. This amount will be credited to the Client in the billing of the aforementioned services.

In the event that FORESITE is obstructed or delayed in the completion of said services by any act of the Client or the Client's agents or by any act beyond the control of FORESITE including, but not limited to, inclement weather, illness, failure of equipment, unanticipated degree of difficulty encountered in performing said services, or delay created within or by approving agencies, then the time herein fixed for the completion of the services shall be extended for a period of time equivalent of the time lost by reason of any or all the aforementioned causes.

OWNERSHIP OF DOCUMENTS: All documents, including original drawings, estimates, specifications, field notes and data are and shall remain the sole and exclusive property of FORESITE as instruments of service. The Client may, at his expense, obtain record prints of drawings, in consideration of which the Client will use them solely in connection with the above described project and not for the purpose of making subsequent extensions or enlargements thereto.

AMENDMENT OF AGREEMENT: This Agreement may be amended only in writing signed by the Client and FORESITE.

APPLICABLE LAW: Unless otherwise specified, this Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

PAYMENT: Except as otherwise stated in this proposal, the Client shall compensate FORESITE for all services, labor, materials, and equipment at its standard rates, reimburse its expenses and pay any sales or similar tax thereon. FORESITE shall submit invoices periodically, and payment will be due within thirty (30) days from the invoice date. If the Client disputes any portion of an invoice, the Client shall notify FORESITE in writing with specificity within ten (10) days and pay the undisputed portion within thirty (30) days of the invoice date. Overdue payments shall bear interest at one and one half percent (1.5%) per month, not to exceed eighteen percent (18%) per year. FORESITE may terminate these services upon ten (10) days' written notice anytime CLIENT payment is overdue on this project or any other project, and CLIENT shall pay for all work through termination, plus termination costs.

COLLECTION: The CLIENT shall reimburse FORESITE all costs of collecting overdue invoices, including reasonable attorneys' fees.

ACCEPTANCE: This proposal and AGREEMENT FOR SERVICES are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name, and on behalf of the Client.

This Proposal and AGREEMENT FOR SERVICES is null and void unless executed by the Client and returned to FORESITE with deposit within (30) days of the date of this Proposal.

CLIENT:

_____ Date: _____
(sign)
Craig Martin, Building Commissioner, FOR: Town of Stow

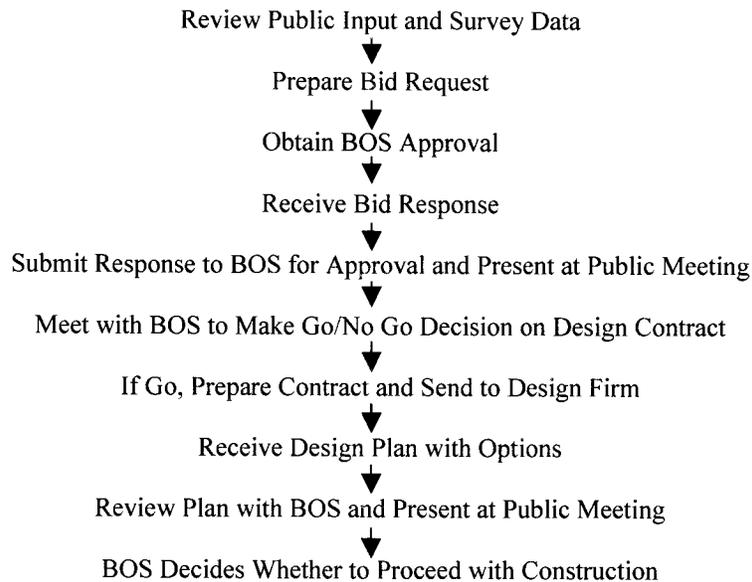
DRAFT January 4, 2011
NOTICE OF VACANCY

MULTI-USE TRACK ROAD COMMITTEE
5 Members

This is a new committee.

Objective: To develop a plan for a multi-use path along Track Road including connections with the Maynard Rail Trail and the White Pond Road trail in the Assabet National Wildlife Refuge.

Major Activities:



In addition, the Committee will work with officials at the Assabet National Wildlife Refuge (ANWR) to improve the path surface at the north end of White Pond Road, and to obtain agreement on use of the ANWR path for biking and other recreational uses.

Qualifications:

- Interest in providing additional recreational opportunities for Stow residents.
- Prior experience with rail trail projects preferred.

Term: Appointment by the Board of Selectmen for staggered three-year terms.

Application: The Board of Selectmen will accept letters of application until 5:00 p.m. on _____. Appointments will be made on _____.



Town of Stow
BOARD OF SELECTMEN

Stow Town Building
380 Great Road
Stow, Massachusetts 01775
(978) 897-4515 selectmen@stow-ma.gov Fax (978) 897-4631

NOTICE OF VACANCY

MULTI-USE RECREATION PATH COMMITTEE

4 Members

This is a new committee.

Duties: To develop a plan for multi-use paths within and through Stow, including Track Road and connections with the Maynard Rail Trail and the White Pond Road trail in the Assabet National Wildlife Refuge, and to explore construction of an additional path along Sudbury Road.

Major Activities:

- Conduct public forums and other outreach activities to determine the level of support for multi-use recreation paths.
- Prepare a recommendation on the type of surface (paved, stone, etc.) and width for multi-use recreation paths.
- Prepare a plan and a recommendation for Town Meeting regarding Track Road, including leaving it in its natural state vs. possible paving/widening, funding sources, and governance (who will maintain the path and projected cost).
- Work with officials at the Assabet National Wildlife Refuge (ANWR) to improve the path surface at the north end of White Pond Road, and to obtain agreement on use of the ANWR path for biking and other recreational uses.
- Coordinate with the Pedestrian Walkway Subcommittee to identify possible opportunities for joint projects.
- Evaluate the feasibility and cost of constructing a path on the east side of Sudbury Road along the fence by the ANWR. This activity should also include contact with those planning the Central Mass Rail Trail to explore a possible connection with a Sudbury Road path.

Qualifications:

- Registered voter of Stow.
- Interest in providing additional recreational opportunities for Stow residents.
- Prior experience with rail trail projects preferred.

Term: Appointment by the Board of Selectmen for staggered three-year terms.

Application: The Board of Selectmen will accept letters of application until the positions are filled. Send applications to the Board of Selectmen, 380 Great Road, Stow, MA 01775 or email the office at selectmen@stow-ma.gov.

Posted 12/1/10